

**NANYANG TECHNOLOGICAL UNIVERSITY  
IFIP – NETWORKING 2008  
05 – 09 MAY 2008**

  
**COPTHORNE  
KING'S HOTEL**  
SINGAPORE

To: Ms. Adriana Nadine Reyne (Sales Manager)  
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managed by  
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*You are the Centre of Our World*  
403 Havelock Road, Singapore 169662  
Tel no.: (65) 6733 0011  
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Please return the reservation form by **04 April 2007 (Friday)** via fax or email directly to the hotel upon completion.  
Thereafter, rooms are subject to availability at Hotel's best available rate.

COMPLETE DETAILS IN FULL			
Title: Prof / Dr / Mr / Mrs / Ms (please circle the correct one)			
Guest Given/First name:		Guest Family/Last name:	
Check in:		Flight No. / ETA:	
Check out:		Flight No. / ETD:	
No of Rooms:		No of Guests:	
ROOM CATEGORY	ROOM RATE		
<input type="checkbox"/> Superior Room (Single occupancy Inclusive of Buffet Breakfast and unlimited broadband connectivity)	S\$250.00 + taxes per room per night	<input type="checkbox"/> Superior Room (Double occupancy Inclusive of Buffet Breakfast and unlimited broadband connectivity)	S\$270.00 + taxes per room per night
<input type="checkbox"/> Deluxe Room (Single occupancy Inclusive of Buffet Breakfast and unlimited broadband connectivity)	S\$300.00 + taxes per room per night	<input type="checkbox"/> Deluxe Room (Double occupancy Inclusive of Buffet Breakfast and unlimited broadband connectivity)	S\$320.00 + taxes per room per night
Contact Person:		Designation:	
Company Name			
Company Address:			
Contact Nos: (O) _____		(F) _____ E-mail: _____	
Remarks:			
AIRPORT LIMOUSINE TRANSFER ARRANGEMENT	Yes	Yes	No
Transport (Limo Service) - S\$100.00 + taxes per transfer ** Midnight surcharge of S\$10.00 applies for trips between 2300hrs to 0700hrs	<input type="checkbox"/> From Airport	<input type="checkbox"/> To Airport	<input type="checkbox"/> Not required
CREDIT CARD GUARANTEE	CARD TYPE: AMEX / MASTER CARD / VISA / DINERS / JCB		
Card No:	Expiry Date ((mm-yy):		
Cardholder's name on credit card:	Cardholder's Signature:		

**Note / Terms & Condition:**

- Room rates quoted are subject to 10% service charge and prevailing government taxes including Goods & Services Tax (GST) and are non-commissionable.
- All reservations must be guaranteed by credit card for the full duration of stay booked.
- Where cancellation is made less than 5 days to arrival, or when there is a No-Show, 100% of the total room charges will be levied as cancellation charges.  
Where cancellation is made more than 7 days, 50% for the total room charges will be levied as cancellation charges.
- Check-in time is 1400hrs. Check in before 1400hrs is subject to room availability unless the room is pre-blocked one night in advance, for which the charges of an additional full day will be levied at the confirmed rate.  
Check-out time is 1200hrs. All late check-out requests after 1200hrs are subject to availability. A 50% discount off the existing room rate will be levied for late check-out by 1800hrs and a full day charge will be levied after 1800hrs.
- The rates quoted are specially meant for this group only. It cannot be used as a future reference to other bookings.

**Please note that without receiving the room confirmation from the hotel, the above reservation will not be valid.**

**OFFICIAL USE ONLY:**

<input type="checkbox"/> Reservation is CONFIRMED. Confirmation Number: _____	<input type="checkbox"/> Unable to confirmation reservation.
Attended by: _____	Date: _____